



Ministry of  
Public Safety and  
Solicitor General

# **Civil Forfeiture Crime Prevention and Remediation Grant Program**

## **Webinar for Potential Applicants**

**Community Safety and Crime Prevention Branch  
Ministry of Public Safety and Solicitor General**

**October 23, 2019**

# WEBINAR HOUSEKEEPING

- Conference call numbers:  
Local - Victoria: +1 (250) 952-9304  
Local - Vancouver: +1 (604) 398-9304  
Toll-Free: +1 (888) 952-9304  
Participant ID:833713151#
- There will be a Q&A session at the end of the presentation
- Mute your phones at all times
- For technical assistance, please contact [CFOgrants@gov.bc.ca](mailto:CFOgrants@gov.bc.ca)

# AGENDA

- Welcome and Introductions
- Overview of the Civil Forfeiture Process and the Civil Forfeiture Grant Program
- 2019-2020 Civil Forfeiture Funding Streams and Criteria
- Helpful Tips for Applicants
- How Funding Decisions are Made
- Timelines for the Grant Process
- Questions

# **WELCOME AND INTRODUCTIONS**

- Welcome from the Community Safety and Crime Prevention Branch, Ministry of Public Safety and Solicitor General.
- Introduction to the Civil Forfeiture grant program team.

# CIVIL FORFEITURE OFFICE

- Since 2006, B.C.'s Civil Forfeiture Office has operated under the authority of the Civil Forfeiture Act.
- The Civil Forfeiture Office works to remove the tools and proceeds of unlawful activity.
- The Civil Forfeiture Office is self-funding with remaining funding reserved for grants.

# CRIME PREVENTION & CRIME REMEDIATION GRANTS

- The Crime Prevention and Crime Remediation Grant Program provides **one-time funding** through the proceeds from civil forfeiture.
- Funding is allocated to streams that align with government priority areas that are chosen on an annual basis.
- The value of civil forfeiture grants **fluctuates year to year**; over \$43 million in Crime Prevention Grants has been awarded since 2006.

# FUNDING STREAMS 2019-2020

- 1) Crime Prevention
- 2) Restorative Justice
- 3) Indigenous Healing and Rebuilding
- 4) Violence Against Women – Domestic Violence and Sexual Assault
- 5) Domestic Violence Prevention / Intervention Programming
- 6) Human Trafficking, Sexual Exploitation, and Vulnerable Women in the Sex Trade
- 7) Child and Youth Advocacy Centres

**NOTE:** Applications for grants related to police training and equipment are handled by the Civil Forfeiture Office only. For more information about these grants, please contact **CivilFO@gov.bc.ca**

# STREAM 1: CRIME PREVENTION

<b>Stream Focus</b>	<p>This stream provides one-time funding of <b>up to \$75,000</b> to projects that will support evidence-based crime prevention initiatives.</p> <ul style="list-style-type: none"><li>• Proposals must identify, assess, prevent, and reduce the frequency and severity of criminal activity.</li></ul>
<b>Priority Areas</b>	<p>Applicants can submit proposals that focus on their communities unique crime prevention and community safety needs, however, the following priority areas have been identified:</p> <ul style="list-style-type: none"><li>• Gang involvement and gun violence.</li><li>• Mental health and substance use issues who are involved or are <u>at-risk</u> of becoming involved in the criminal justice system.</li></ul>
<b>Preference</b>	<p>Preference may be given to programs that directly target high-risk, vulnerable individuals.</p>



# STREAM 2: RESTORATIVE JUSTICE

<b>Stream Focus</b>	<p>This stream provides one-time funding of <b>up to \$30,000</b> for projects from current restorative justice service providers that will support or enhance their current restorative justice delivery, including victim specific program needs.</p> <p>Proposals may include funding for the following:</p> <ul style="list-style-type: none"><li>• Capacity development</li><li>• Participant supports including supports that prevent victim re-traumatization</li><li>• Awareness building</li><li>• Partnership development</li><li>• Service delivery</li></ul>
<b>Mandatory Criteria</b>	<p>Applicants must be a <u>current</u> restorative justice service provider (including Community Accountability Programs and Indigenous Justice Programs).</p>
<b>Exclusions</b>	<p>Proposals must <b>NOT</b> address issues related to power-based crimes (including violence against women, sexual assault, and/or hate-motivated crimes)</p>

## STREAM 3: INDIGENOUS HEALING AND REBUILDING

<b>Stream Focus</b>	<p>This stream provides one-time funding of <b>up to \$30,000</b> to projects that will use holistic approaches to address healing and rebuilding of Indigenous individuals, families, and/or communities from trauma, crime, or victimization in communities across British Columbia.</p> <p><b>NOTE:</b></p> <p>The term “holistic” refers to projects that address:</p> <ul style="list-style-type: none"><li>• Healing for the individual, the family and/or the broader community;</li><li>• Emotional, mental, physical, and spiritual aspects of healing;</li><li>• Rebuilding within an impacted community; and</li><li>• Other culturally identified practice(s) that contribute to holistic healing</li></ul>
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## STREAM 4: VIOLENCE AGAINST WOMEN – DOMESTIC VIOLENCE & SEXUAL ASSAULT

<b>Stream Focus</b>	This stream provides one-time funding of <b>up to \$30,000</b> for projects that will develop and/or enhance responses to domestic violence and/or sexual assault against women.
<b>Preference</b>	Preference may be given to projects that address domestic violence and/or sexual assault against <b>Indigenous women and girls</b>
<b>Exclusions</b>	Proposals for domestic violence prevention/intervention programming aimed at those <b>who commit violence in relationships</b> are not eligible for funding under this stream – please refer to Stream 5.

# STREAM 5: DOMESTIC VIOLENCE PREVENTION / INTERVENTION PROGRAMMING

<b>Stream Focus</b>	<p>This stream will provide one-time funding of <b>up to \$30,000</b> for direct delivery of domestic violence prevention/intervention programming.</p> <ul style="list-style-type: none"><li>• Funding will support organizations that presently deliver (i.e., at least one program cycle in the past 24-months) domestic violence prevention/intervention group programming in community <b>to individuals who commit violence in intimate partner relationships</b>.</li><li>• Programming must be delivered prior to the charge, conviction or sentencing stage of the criminal justice process.</li></ul> <p>Programming must contribute to the safety and wellbeing of victims who have experienced, or are at-risk of experiencing, domestic violence.</p>
<b>Eligible Recipients</b>	Not-for-profit organizations based in British Columbia
<b>Mandatory criteria</b>	<ul style="list-style-type: none"><li>• Programs must :<ul style="list-style-type: none"><li>○ include structured pre-planned curriculum, learning objectives and program outcomes;</li><li>○ be delivered in a group setting;</li><li>○ be delivered by one or more qualified practitioners;</li><li>○ be of no cost to participants.</li></ul></li></ul>

# STREAM 5: DOMESTIC VIOLENCE PREVENTION / INTERVENTION PROGRAMMING (CONT'D)

## Preferred Criteria

- Preference will be given to proposals that:
  - Prioritize and emphasize the values of anti-violence work and safety of victims and children in all aspects of program delivery.
  - Use an eclectic approach, drawing on a blend of theoretical foundations.
  - Include careful screening and intake assessments that determine suitability and/or readiness of applicants.
  - Recognize the nature of domestic violence requires a focus on prevention of relapse to sustain behaviour change and prioritizes client retention and continued supports for clients after a program ends.
  - Incorporate the topics listed in the guidelines on page 20.
- In addition, the following will also be considered when making decisions on funding:
  - Programs that are delivered in Indigenous communities, and or by Indigenous organizations; and
  - Geographic distribution of funded programs.

# STREAM 6: HUMAN TRAFFICKING, SEXUAL EXPLOITATION, AND VULNERABLE WOMEN IN THE SEX TRADE

<b>Stream Focus</b>	This stream provides one-time funding of <b>up to \$30,000</b> for projects that will address issues related to human trafficking ( <b>including labour exploitation and trafficking</b> ), sexual exploitation, and vulnerable women in the sex trade.
<b>Preference</b>	Preference will be given to proposals that address Indigenous women and/or Indigenous youth

# STREAM 7: CHILD AND YOUTH ADVOCACY CENTRES

<b>Stream Focus</b>	This stream provides one-time funding of <b>up to \$70,000</b> for projects that will enhance the capacity, development, or improvement of service(s) within an existing Child and Youth Advocacy Centre (CYAC).
<b>Eligible CYACs</b>	Applicants must be a current CYAC to apply: <ul style="list-style-type: none"><li>• Sophie's Place (Surrey)</li><li>• Alisa's Wish (Maple Ridge)</li><li>• Treehouse CYAC (Vancouver)</li><li>• SKY Coordinated Response (Kootenay Boundary)</li><li>• First Nations CYAC (Prince George)</li><li>• The Oak Child and Youth Advocacy Centre (North Okanagan Vernon)</li><li>• Victoria CYAC (Victoria)</li><li>• Kelowna CYAC (Kelowna)</li><li>• Big Bear CYAC (Kamloops)</li></ul>

# APPLICATION FORMS

- **NEW:** PDF-fillable application forms for each stream.
- Text limits in the application form (1800 to 3500 characters).
- Instructions on downloading Adobe reader in the guidelines.
- It is your organization's responsibility to relay updated contact information to the crime prevention and crime remediation grant program.



# PROJECT SUMMARY

- New project summary section added.
- Project summary should be a **clear** and **concise** description of the project (4-5 sentences max).
- Project summary should include the following:
  - The project name;
  - A clear description of the project's objectives (e.g. reduce recidivism of gang involved youth);
  - The project's target group including the number of participants (e.g. 40 youth at-risk of gang involvement), and
  - The activities to be implemented including the number and intensity (e.g. 40 counselling sessions of 2 hours in duration).

# TARGET POPULATION

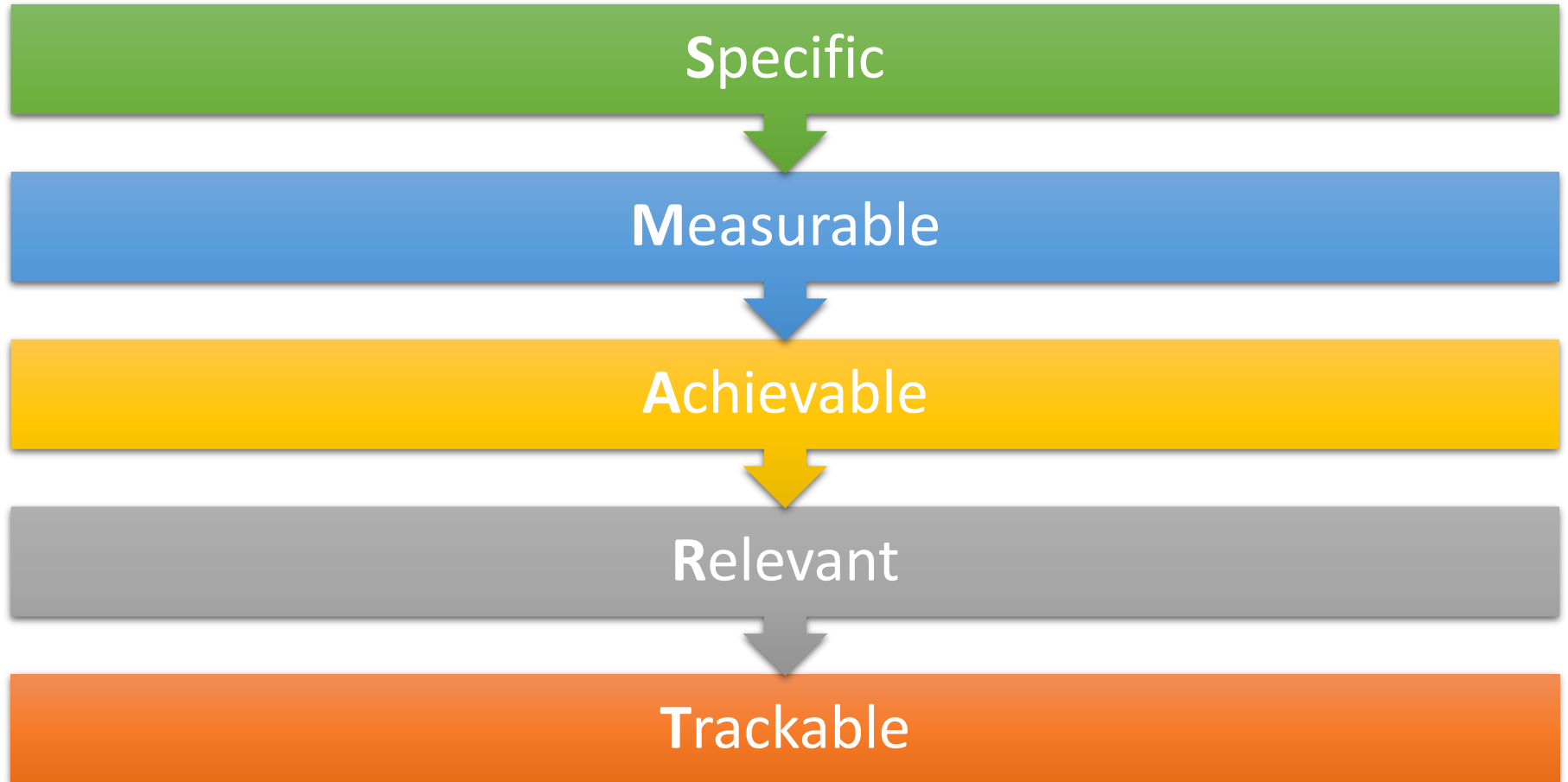
- Proposals must clearly demonstrate the target population for the project.
- Clearly indicate how many individuals will be targeted and the duration of the engagement.

## Questions to consider:

- Who will your project target and why?
- How will you target these individuals?
- Is the program duration and frequency appropriate for the potential participants?
- How many cohorts will be conducted?

# OBJECTIVES - S.M.A.R.T.

- Use a SMART lens when developing your project's objectives



# ACTIVITIES

- Proposals must clearly demonstrate the specific activities that will be implemented to meet your objectives
- Use an evidence-based approach to strengthen your proposal.

## Questions to consider:

- Do your project activities align with your objectives?
- Is it clear how your activities will support meeting your objectives?
- Is there evidence to demonstrate that the activities you will implement can be effective at meeting the project's intended objectives?

# OUTCOMES

- Clearly indicate the desired outcomes of the project.
- Indicate how these outcomes will be measured.

## Questions to consider:

- What indicators will you use to measure the effectiveness of your project?
- What measures or tools will be used to collect the data?
- Can you feasibly collect the necessary data to support your evaluation? If not, how else can you demonstrate the effectiveness of your project?

# LEVEL OF NEED

- Proposals must demonstrate a **clear need** for the project within the community.
- Demonstrate the gap in programming that exists in your community and how your project will fill that gap.

## Questions to consider:

- Is there quantitative data available that demonstrates the need? If not, is there qualitative data that does?
- What services (direct or related) are currently available to address the program? How does your project differ?

# COLLABORATION

- Proposals should demonstrate evidence of **direct** collaboration between partners for a coordinated response.
- Letters of support should be provided where possible and **must be delivered before the deadline** in order to be considered (only relevant for certain streams, please verify before submitting letters).
- **NOTE:** not all streams require support letters. Verify through the application form

## Questions to Consider:

- What partners are necessary to implement your project? What role will they play and are they committed to playing this role? If no partners are necessary then explain why.
- Are there protocols/memorandums of understanding in place or do they need to be developed? Are the roles and responsibilities of each partner clearly articulated?

# RISKS

- Proposals must identify the **key risks** that a project may face in implementation and how these risks will be **addressed and/or mitigated**.
- **Do not state there are no risks**; there is always some degree of risk involved in implementing a project. Conduct a risk analysis:  
<https://opentextbc.ca/projectmanagement/chapter/chapter-16-risk-management-planning-project-management/>
- Risks may include: staffing changes, insufficient stakeholder engagement, insufficient target population participation, etc.



# BUDGET & ACCOUNTING

- Proposals must contain a **reasonable and detailed** budget.
- Consideration will be given to value for money, i.e. the **scope and reach of the project** in comparison to the amount of the funding requested.
- Outline how you plan to **account for** and **report** on how funds will be spent.

	Amount Requested	Amount from Other Sources	Total Project Expenditures
<b>Staff</b> -1 staff member \$20/hr, 18 hours per week for 26 pay periods =\$18,720.00 (gross pay) Cost of benefits 15% of gross pay = \$2,808.00 Total staffing costs = \$21,528.00	\$21,528.00	\$0.00	\$21,528.00
<b>Transportation</b> -N/A	\$0.00	\$0.00	\$0.00
<b>Materials</b> -Workshop costs (building rental) -\$2,172 -Workshop supplies – \$2,000	\$4,172.00	\$0.00	\$4172.00
<b>Equipment</b> -N/A	\$0.00	\$0.00	\$0.00
<b>Rent/Utilities</b> -Telephone (12 months) = \$300.00	\$300.00	\$0.00	\$300.00
<b>Other</b> -Honoraria (4 guest speakers) = \$400.00 -Administration 12% (to cover costs of the centre administering the project) = \$3,600	\$4,000.00	\$0.00	\$4,000.00
<b>Total</b>	<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$30,000.00</b>

# TIPS FOR APPLICANTS

- Please read the Application Guide carefully before completing your application form and submitting a proposal.
- Each stream has unique criteria; choose the stream that **best fits** your project.
- Make sure your organization is **eligible to apply**.
- Funding limits for grants vary in each stream – ensure your budget request **does not exceed the funding limit**.

# TIPS FOR APPLICANTS (CONT'D)

- Provide **clear** and **concise** answers.
- **Do not include links to websites** to explain or support a concept; be sure to provide a summary using your own words.
- **Proof-read** for spelling and grammar errors. Have multiple eyes review your work.
- Double-check that your **calculations** are **accurate** in your budget.

# TIPS FOR APPLICANTS (CONT'D)

- Ensure your application is complete and that all supporting documents are included with your application email.
- Please ensure your signatory has **signed** the last page of the application
- Leave yourself sufficient time to draft, revise and complete your application.
- Submit your application to [CFOgrants@gov.bc.ca](mailto:CFOgrants@gov.bc.ca)

# HOW FUNDING DECISIONS ARE MADE

- A formalized review and assessment process is in place for the evaluation of all grant applications that are received by the Ministry:



- Please keep in mind that the Civil Forfeiture Crime Prevention and Crime Remediation Grant Program is an **extremely competitive** process.
- Geographic distribution is taken into consideration in finalizing the projects recommended for funding.

# TIMELINES

DATE	ACTIVITY
Monday, November 18, 2019	Application period closes.  All applications must be received no later than 4:30 pm (PST)
Week of March 30, 2020	Applicants notified of results
April 2020 to March 31, 2021	Project implementation

# HELPFUL RESOURCES

- BC Civil Forfeiture Crime Prevention and Crime Remediation Grant Program Application Guide  
<https://www2.gov.bc.ca/gov/content/safety/crime-prevention/community-crime-prevention/grants>
- Setting Goals and Developing Specific, Measurable, Achievable, Relevant, and Time-Bound Objectives  
<https://www.samhsa.gov/sites/default/files/nc-smart-goals-fact-sheet.pdf>
- Guide for Selecting an Effective Crime Prevention Program  
<https://www.publicsafety.gc.ca/cnt/rsracs/pblctns/gd-slctng-ffctv-prgrm/index-en.aspx>



# QUESTIONS?

- If you have any additional questions related to the application process, you can contact the Civil Forfeiture Team at [CFOgrants@gov.bc.ca](mailto:CFOgrants@gov.bc.ca).
- If you have any stream-specific questions, you can contact stream leads by using their email or phone number listed in the application guide.